



How to Teach Reporting Verbs with a Listening Gap-Fill

S06E12 | For teachers to adapt to their learners

Teaching focus

Reporting a conversation involves choosing words that preserve both the message and the speaker's purpose. We can contrast a claim, suggestion, complaint, refusal and promise before examining the grammatical patterns that follow them.

Our suggested routine

1. Mark _____ that he had sent the report, but Sophie could not find it anywhere.
2. Julia _____ that the invitations should be sent earlier next time.
3. Raj _____ that the budget had been too tight for what the team needed.
4. Tom _____ to work late again because he had other commitments.
5. Carla _____ to finish her report by the end of the day.

Verb bank and intended answers

Use claimed, suggested, complained, refused and promised. Key: 1 claimed; 2 suggested; 3 complained; 4 refused; 5 promised. Check the message and verb pattern; other choices need a supporting context.

After the attempt

What could learners do? What needed another model or a smaller step? Choose one useful adjustment and try the task again.

Notes for our next lesson

Read the full teaching article and listen to the episode at [howtoenglishpod.com](https://www.howtoenglishpod.com)